

Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, August 23, 2017 in the board room of the Housing Authority office located at 491 E Center Street, Juneau, Wisconsin.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: Glenn Stousland, Chairman, Shirley Kitchen, Mary Reak, Eugene Wurtz, Ken Neumann

Absent: None

Also Present: Donna Braun, Executive Director and Jamie Rhodes, Housing Supervisor

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Ken Neumann to approve the agenda. The motion was seconded by Mary Reak. Motion carried.

Motion was made by Eugene Wurtz and seconded by Shirley Kitchen to approve the minutes of the July 26, 2017 meeting. Motion carried.

Public Forum- None

Communications- None

The Financial reports were reviewed. A motion was made by Shirley Kitchen and seconded by Ken Neumann to approve the financial reports as presented. Motion carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. The board reviewed an Dodge 1 check. A Motion was made Mary Reak and seconded by Shirley Kitchen to approve the bills and pay as due. Motion carried.

Unfinished Business:

Dodge 1, 6 and OGLLC Occupancy Report for period August 2017.

Theresa	12-11	Burnett	12-12	Iron Ridge	8-7	Waupun	48-43
Ashippun	12-12	Lowell	12-12	Juneau	15-15	Oak Gove	24-24
Reeseville	14-14	Hustisford	14-14	Beaver Dam	17-14		

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 127+ 0 port out

Occupancy report- Reviewed details of occupancy report.

Maintenance report- Apartment Remodel & Regular Maintenance. –Only 2 out of 48 units in Waupun are not remodeled. OGLLC new roof is complete. Signed gutter install for building A. Requested bids for Mulch and landscaping services. Signed contract for Town & Country to address parking lot in Old Ash. Remodeling Beaver Dam Apartments. Juneau parking lot lights were replaced. Parking lots will be sealed in Waupun, Juneau, Burnett, and Lowell. Insurance inspections for Theresa, Waupun and Beaver Dam.

Tenant/Program participation report- Reviewed details of Tenant/Program Participation Report

Management-Semap submission rating is high performer. OGLLC Investor visit scheduled for 9/13/2017. WHEDA visit went well. New computer installed and running. A133 auditor only made entries to depreciation and pension posting. He is working on submitting now. OGLLC insurance- Insurance with HAI group in place.

Also used them for van insurance. Coordinates policy and good rate. Working on 2018 OGLLC budget. Will include Building B roof placement and gutters.

Old Business:

- A. A motion was made by Shirley Kitchen to approve the bid from R&D Construction for the Concrete Improvements in Waupun. The motion was seconded by Mary Reak. Motion carried.

New Business:


- A. A motion was made by Shirley Kitchen to approve the resolution to increase the approval limit for the Executive Director in accordance with Rural Development regulations. The motion was seconded Eugene Wurtz. Motion carried.

The next meeting of the Dodge County Housing Authority is scheduled September 27, 2017 at 8:30a.m.

A motion was made by Shirley Kitchen to adjourn. The motion was seconded by Eugene Wurtz. Motion carried.

Meeting adjourned at 9:25 a.m.


Glenn Stousland, Chairperson


Donna Braun, Executive Director

